

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE MEADE PALMER MEMORIAL COMMITTEE
AND
FAUQUIER COUNTY AND THE TOWN OF WARRENTON

THIS MEMORANDUM OF UNDERSTANDING made this ____ day of _____ 2002, by and between the **Meade Palmer Memorial Committee** (hereinafter the "Committee"), the **Fauquier County Board of Supervisors**, a body politic (hereinafter the "Board"), and the **Town of Warrenton Town Council**, a body corporate and politic (hereinafter the "Council").

In recognition of the accomplishments and contributions of Meade Palmer, FASLA, Landscape Architect, to the citizens of this County, the Committee proposes to fund, design and construct a memorial in honor of Meade in the form of a park/amphitheater to be located on Culpeper Street, adjacent to the Warren Green building, in Warrenton, Virginia.

RECITALS

WHEREAS, Meade Palmer departed this life on _____, 2002; and

WHEREAS, in consideration of the mutual promises and covenants contained herein, the parties hereto agree as follows:

1. The Committee will plan, design, prepare construction drawings, and manage construction to the project at no cost to the Board or the Council.
2. The Committee will raise all funds necessary to construct the project at no expense to the Board or Council.
3. It is understood that in planning and designing the project, the Committee will seek input and requirements from the County, the Town of Warrenton, interested groups and citizens of the area. The County and Council will have a representative on the Committee, who will be on the official liaison between the Committee and the respective governmental entities.
4. The project will be implemented in the following three phases:

Phase I
Schematic Design

Landscape Architects and Architects who knew and worked closely with Meade throughout his career will be invited to participate in a design charrette. The charrette will begin with a public input session and review of Meade's career accomplishments, design philosophy and how he would have approached this project. As a group, the designers will then work through a series of ideas and proposals, culminating in the Schematic Design. The Schematic Design will be submitted to the Council and the Board for comment and approval. It will also be presented to the Town of Warrenton's Architectural Review Board for comment and approval, if necessary.

Phase II
Design and Construction Drawings

Based upon the Schematic Design, the Committee will facilitate the production of Design and Construction Drawings. As with any other construction project in the Town, these drawings will be submitted to the appropriate Town agencies for approval. Any substantive change to the Schematic Design shall be subject to the approval of the Board and Council.

Phase III
Construction

The project will be constructed under the direction of a construction manager. Construction will be coordinated with the Town Engineer and other staff as appropriate. Prior to executing any construction contract, the Committee will present the proposed contract to the Board and Council for approval along with certification that all funds necessary to construct the project are in the possession of the Committee.

5. It is understood and agreed that although the design must meet the County and Town's technical requirements, the aesthetic design integrity of this memorial must be of the highest professional quality to memorialize a figure of such high esteem in the profession of Landscape Architecture. Subject to the Board and Council's right to approve the Schematic Design, the designers will have the final say in aesthetic decisions, such as materials, layout, character, plantings, art or inscriptions (if any), plaques, credits or anything having to do with the appearance of the project. It is also understood that this is a memorial to Meade Palmer only.

6. Upon completion of the construction of the memorial, all care and maintenance responsibilities for the memorial shall be the County's. The County shall have the sole right to determine and authorize use of the park/amphitheater.

7. Upon completion of the construction of the memorial, all rights, title and interest in the memorial shall be vested in the County which shall have the sole power and authority to make decisions related to the care, upkeep, modification and disposition of the memorial.

APPROVED:

Chairman, Fauquier County Board of Supervisors

Date

Mayor, Town of Warrenton

Date

Chairman, Meade Palmer Memorial Committee

Date

PROPOSAL MEADE PALMER MEMORIAL

In July of last year, our community lost a dear friend and colleague, Meade Palmer. Even with our attention focused on world events since September 11th, Meade's presence in our community and daily lives is conspicuously absent. With his charismatic personality, persuasive manner and disarming sense of humor, Meade was a gentle giant among us.

During his career as a Landscape Architect, Meade established a national reputation and left a legacy which has enhanced all of our lives and living environment. This legacy is particularly significant here in Warrenton and Fauquier County. Meade, who spent most of his 50-year-plus career in Landscape Architecture in Warrenton, helped introduce planning to Fauquier County, was its first Zoning Administrator and was the creator of many of Fauquier's best known public and private outdoor places.

A small group of Meade's associates have been pondering the idea of how to best honor Meade and create a memorial to him. After considerable thought and discussion, the following ideas and proposal have been developed.

Since Meade's life's work was in planning of the environment and creation of outdoor places for the use and enjoyment of others, we thought it appropriate that he be memorialized through the creation of just such a place. Preferably, this place would be in Warrenton, where he spent much of his time. It should reflect and express Meade's generosity and unselfish contributions to his community and be of the highest design quality worthy of Meade's name and reputation as a national figure in Landscape Architecture. To reflect Meade's legacy, it should incorporate his design philosophy and style and be "of Meade."

After consideration of several sites and potential projects, the group has focused on the creation of a small park/amphitheater on Culpeper Street, adjacent to the Warren Green building in Warrenton. This site, owned by Fauquier County (the lawn area) and the Town of Warrenton (the sidewalk and street), is perhaps best recognized as the place where the Bluemont Concert Series summer performances take place.

Both Culpeper Street and the idea of an amphitheater in that location have past connections with Meade. Culpeper Street is the location of Meade's office where he worked for so many years. Meade helped develop the idea of an amphitheater at this location while participating in a Partnership for Warrenton design charrette. As a reflection of Meade's generosity and contributions to our community, the project will be designed and built totally through volunteer contributions and will be given as a gift to everyone in the community to use and enjoy.

To achieve the highest level of professional design integrity and reflect Meade's design legacy, the project will be designed by a group of distinguished Landscape Architects and Architects who knew Meade and worked closely with him. Input into the design and the function of the space will be sought from Fauquier County, the Town of Warrenton, citizen groups and anyone having an interest in the project. It is anticipated that the conceptual design will be facilitated through another charrette, convened by the designers. Members of the design team would then prepare construction drawings and construction of the project would be facilitated with donated services, materials and money, and managed by a volunteer construction manager. Donations will be made to the Meade Palmer Memorial Foundation and administered as a special project fund of the Partnership for Warrenton. The Partnership for Warrenton is a 501(C)(3) corporation, making donations tax deductible.

The following schedule is anticipated for completion of the project:

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| Concept development/proposal | Fall 2001 |
| Memorandum of Understanding with County & Town | Winter 2001/2002 |
| Public input session/design charrette | Spring 2002 |
| Preparation of Construction Documents/Fundraising | Spring/Summer 2002 |
| Construction | Fall 2003 |